



Date: _____ E-mail Address: _____

Name: _____
(Last) (First) (Middle Initial)

Former Name(s): _____

Current Address: _____
(Street)

(City) (State) (Zip Code)

Telephone: () _____ () _____ () _____
(Home) (Work) (Cell)

WORK EXPERIENCE

Date Employed (month/year)	Place of Work (include address and phone)	Position and Salary or Wage	Supervisor's Name & Phone Number	Reason for Leaving
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				

EDUCATION			
	Name and Location of School	Number of Years Attended	Graduated Yes/No
High School			
College(s)			
Trade, Business or Correspondence School			

APPLICANTS FOR POSITIONS REQUIRING DRIVING	
Do you hold a commercial driver's license (CDL)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
List endorsements/restrictions: _____	
Driver's license number: _____	
Have you ever been involved, as a driver, in a motor vehicle accident?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been found guilty of a moving traffic violation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever had your license suspended or revoked?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Briefly explain any "yes" responses: _____	

REFERENCES	
List at least three (3) references who are familiar with your performance, experience, and character.	
Name: _____	Position: _____
Relationship: _____	Phone: _____
Name: _____	Position: _____
Relationship: _____	Phone: _____
Name: _____	Position: _____
Relationship: _____	Phone: _____
Name: _____	Position: _____
Relationship: _____	Phone: _____

BACKGROUND INFORMATION

Are you, or have you ever been, listed on a sex offender registry? Yes ☐ No ☐

Are you, or have you ever been, listed on a child or dependent adult abuse registry? Yes ☐ No ☐

Have you ever been found guilty, accepted a guilty or Alford plea, or entered a plea of no-contest for any criminal charge? Yes ☐ No ☐

Have you ever received a deferred judgment, or in some other way had a guilty plea or conviction removed from your record? Yes ☐ No ☐

If you answered "yes" to any of the above questions, provide date, incident, specific charge, city/state in which it occurred: _____

Have you ever been asked to resign from a position, or been given the choice of resigning or being terminated from your position? Yes ☐ No ☐

Have you ever been the subject of an investigation or other formal/informal proceeding that resulted in the termination of your employment or resignation? Yes ☐ No ☐

Have you ever been the subject of an investigation into wrong doing, or other formal/informal proceeding, resulting in disciplinary or criminal action? Yes ☐ No ☐

Briefly explain any "yes" response(s): _____

Responding "yes" to any of the previous questions is not an automatic bar to employment. The date of the offense and the relationship between the offense or infraction and the position for which you are applying will be considered.

Are you legally eligible to work in the United States? Yes ☐ No ☐

Are you able to perform with or without reasonable accommodation, the essential job functions required of the position? Yes ☐ No ☐

Do you wish to be considered for veteran's preference? Yes ☐ No ☐

IF YES, PLEASE FILL OUT NEXT SECTION.

MILITARY EXPERIENCE

Active Duty: / / to / /	Reserve Duty: / / to / /
Branch:	Branch:
Location of Duty:	Obligation:
Rank at Discharge:	Times of Current Training Day:
Type of Discharge:	

AGREEMENT

(Read carefully before signing or submitting electronically)

By my signature:

- I acknowledge that individuals who provide false, inaccurate, or incomplete information in the application form, in an interview, or any other part of the hiring process or who fail to disclose information requested in the application form, in an interview, or any other part of the hiring process will not be eligible for employment, or, if they are hired, they will be subject to termination.
- I acknowledge that to the fullest extent permitted by state and federal law, the District will consider all information concerning an applicant or an employee in making hiring, termination, and other employment-related decisions. The term "all information" includes information of any kind (verbal, written, photographic, videographic, etc.) that is accessible in any medium (print, electronic, etc.) from any source.
- I acknowledge that the District will consider public information and other information to which it has lawful access. This may include information that is contained in social networking sites, blogs, and other electronic sites, such as YouTube. If there is information that pertains to me that I believe requires explanation, interpretation, or clarification when it is considered by the District, it is my obligation to communicate this information to the District.
- I authorize the District to conduct a complete check regarding my background including, but not limited to, criminal record, child and dependent adult abuse registry screening, and sex offender registry. I agree to prepare and sign any other form necessary to complete a criminal background check. I further authorize all government agencies, departments, bureaus, or related entities to release any and all information regarding my criminal history, if any. I agree to immediately notify the District if I should be convicted of any crime while my application is pending, or during my period of employment, if hired.
- I authorize all current and former employers, teachers, and references to release all information regarding my professional competence, performance, character, and background. I waive any right I may have against any person contacted as a reference concerning this application.
- I acknowledge that information that is relevant to the District's decisions will be considered regardless of the date on which the District obtains the information and regardless of the date on which the information was first published, created, or made accessible to the District.
- I understand that this application will be considered active for twelve (12) months from the date filed. I further understand that if I am employed by Cedar Falls Community Schools, this application and associated documents will become part of my permanent record.
- I understand that this application is not a contract of employment. In accepting the position, if hired, I understand that employment is at will, unless otherwise specified by the Code of Iowa. I acknowledge that the District may discharge an at-will employee at any time for any legal reason or no reason at all.
- I agree to submit to both pre-employment and post-employment random drug and alcohol testing. (Note: This only applies to Bus Drivers as required by the State of Iowa.)

By my electronic submission of this form:

- I attest that all the information contained in this application is accurate, complete, and true.
- I am bound by all elements of the agreement section of the application.
- I understand and accept that electronic submission will be considered equivalent to an original hand written signature on a paper copy of the application.

Name (Print): _____

Signature: _____ Date: _____

The Cedar Falls Community School District will select for employment qualified applicants for each position without improper discrimination on the basis of race, color, creed, religion, sex, sexual orientation, gender identity, national origin, ethnic background, age, or disability. Persons with disabilities who can perform the essential functions of an assignment with or without reasonable accommodations shall be considered qualified applicants. The District shall take affirmative action in the recruitment, appointment, assignment and advancement of personnel to accomplish the goals of equal employment opportunity. In keeping with the law, the District shall consider the veteran status of applicants.